

Committee of the Whole Meeting Agenda

Consolidated as of June 1, 2018

Tuesday, June 5, 2018 – 1:00 p.m.
Council Chambers, Guelph City Hall, 1 Carden Street

Please turn off or place on non-audible all electronic devices during the meeting.

Please note that an electronic version of this agenda is available on guelph.ca/agendas.

Call to Order – Mayor

Disclosure of Pecuniary Interest and General Nature Thereof

Authority to move into Closed Meeting

That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to The Municipal Act, to consider:

**IDE-2018.89 Dolime Quarry – Potential Settlement Pathway
Financing Framework
(Item has been removed from the Agenda)**

Section 239 2(e) and (f) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose

**IDE-2018.85 Agreement of Purchase and Sale Negotiations for 200
Beverly Street**

Section 239 2(c) a proposed or pending acquisition or disposition of land by the municipality or local board

Closed Meeting

Open Meeting - 2:00 p.m.

Mayor in the Chair

Closed Meeting Summary

Disclosure of Pecuniary Interest and General Nature Thereof

Presentations:

- a) Staff recognition for completion of Masters of Public Administration - Ronald Maeresera, Senior Corporate Analyst of Financial Planning
- b) Ontario Public Works Association Roger Brown Award - Geoff Walker, Alan MacDonald, Raven Rise and Glen Inglis
- c) Ontario Public Works Association Truck Roadshow
 - 1st Place Snow Plow - Dave Cracknell
 - 1st Place Waste Packer - Kyle Bonneville
 - 1st Place Team - Kyle Bonneville and Derek Buck

Consent Agenda – Audit (Internal)

Chair – Councillor Billings

The following resolutions have been prepared to facilitate Council's consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

CAO-2018.11 Payroll Process Audit Report

Recommendation:

That report CAO-2018-11, Payroll Process Audit Report dated June 5, 2018 be received.

Items for Discussion – Audit (External)

The following items have been extracted from Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

CS-2018.20 2017 Unconsolidated Financial Statements and Financial Highlights

Presentation: (presentation)

Tara Baker, General Manager of Finance/City Treasurer

Recommendation:

That Report CS-2018-20 titled, 2017 Unconsolidated Financial Statements and Financial Highlights, dated June 5, 2018, be received for information.

CS-2018.21 2017 Consolidated Financial Statements and External Audit Findings Report

Presentation:

Matthew Betik, Partner, Audit, KPMG

Recommendation:

That the 2017 Consolidated Financial Statements presented in report CS-2018-21 Consolidated Financial Statements and External Audit Findings Report, dated June 5, 2018, be approved.

Service Area Chair and Staff Announcements

Consent Agenda – Corporate Services**Chair – Councillor MacKinnon**

The following resolutions have been prepared to facilitate Council's consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

CS-2018.19 2018 First Quarter Operating Variance Report**Recommendation**

That report CS-2018-19 titled 2018 First Quarter Operating Variance Report, dated June 5, 2018, be received.

CS-2018.03 Investment Standards and Policy Change**Recommendation:**

1. That the City does not pursue Prudent Investor Status at this time and continues to monitor the municipal sector in response to this regulation.
2. That the Investment Policy be amended to increase the allowable holdings of Joint Municipal Investment Boards by five per cent and to designate the One Fund Canadian Equity Portfolio as an allowable investment option.

Items for Discussion – Corporate Services

The following items have been extracted from the Corporate Services Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

CAO-2018.17 Service Simplified: A Customer Service Strategy**Presentation:**

Tara Sprigg, General Manager of Corporate Communications and Customer Service

Recommendation:

1. That Council approves "Service Simplified: A customer service strategy" and its implementation overview.
2. That staff be directed to implement the strategy.

Service Area Chair and Staff Announcements

Consent Agenda – Public Services

Chair – Councillor Downer

The following resolutions have been prepared to facilitate Council’s consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

PS-2018.24 Fixed Gear Brewing Company – Manufacturer’s Limited Liquor Sales Licence Application

Recommendation:

That Council support Fixed Gear Brewing Company’s application to the Alcohol and Gaming Commission of Ontario for a Manufacturer’s Limited Liquor Sales Licence for their brewery located at 20 Alma Street South as set out in Report # PS-2018-24 dated, June 5, 2018.

PS-2018.25 Paramedic Services Response Time Performance Plan for 2019

Recommendation:

That the Paramedic Services Response Time Performance Plan for 2019 be set as recommended by staff in Report # PS-2018-25, dated June 5, 2018.

PS-2018.27 Guelph Transit Special Event Fare Program Update

Recommendation:

That the Guelph Transit Special Event Fare be made a permanent program, and that it be reviewed annually as part of our standard fare review.

Items for Discussion – Public Services

The following items have been extracted from the Public Services Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

PS-2018.26 Boulevard Maintenance Service Review

Delegation:
Lee Anne McClymont

Recommendation:

1. That staff be directed to proceed with the implementation of the recommendations outlined in Report # PS-2018-26 “Boulevard Maintenance Service Review” dated June 5, 2018.
2. That boulevard maintenance service continue to be provided at the current service level (ten-day turf maintenance cycle) with the current method of delivery (in-house service).

Service Area Chair and Staff Announcements

Consent Agenda – Governance

The following resolutions have been prepared to facilitate Council’s consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

Chair – Mayor Guthrie

CS-2018.47 Accountability and Transparency Policy Update

Recommendation:

That the proposed Accountability and Transparency Policy, included as ATT-1 to the report titled Accountability and Transparency Policy Update, dated June 5, 2018, be approved.

Items for Discussion – Governance

The following items have been extracted from Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

CS-2018.39 Committee of the Whole One-year Review

Presentation:

Stephen O’Brien, City Clerk

Recommendation:

That the Committee of the Whole governance structure be continued as outlined in report CS-2018-39, Committee of the Whole One-year Review, dated June 5, 2018.

Service Area Chair and Staff Announcements

Consent Agenda – Infrastructure, Development and Enterprise

The following resolutions have been prepared to facilitate Council’s consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

Chair – Councillor Gibson

IDE-2018.88**Municipal Funding Agreement – Ontario Main Street Revitalization Initiative****Recommendation:**

That the Mayor and City Clerk be directed to execute the Municipal Funding Agreement – Ontario Main Street Revitalization Initiative as described in report number IDE-2018-88, subject to the content of the agreement being to the satisfaction of the City Solicitor.

Items for Discussion – Infrastructure, Development and Enterprise Services

The following items have been extracted from Infrastructure Development and Enterprise Services Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

IDE-2018.76**Bee City Designation for Guelph****Delegations:**

Lorne Widmer, Bee City Canada
Victoria MacPhail, Pollination Guelph

Recommendation:

1. That City Council adopt the Resolution Designating the City of Guelph a Bee City, contained as Attachment 1 to this report, and request the Mayor (or designate) to sign it.
2. That City Council direct the Supervisor, Trails and Natural Areas Stewardship to submit the signed resolution designating the City of Guelph a Bee City and the completed Bee City application, contained as Attachment 2 to this report, to the Bee City program to obtain official Bee City certification.

Service Area Chair and Staff Announcements

Mayor as Chair**Chair and Staff Announcements**

Please provide any announcements, to the Chair in writing, by 12 noon on the day of the Council meeting.

Adjournment

2017 Unconsolidated Financial Statement Highlights

Committee of the Whole – June 5, 2018

Agenda

- Overview of the unconsolidated financial statements
- Highlights of the Statement of Financial Position
 - Cash and investments
 - Taxes receivable
 - Employee future benefits
 - Debt
 - Liability for contaminated sites
- Conclusion

Overview

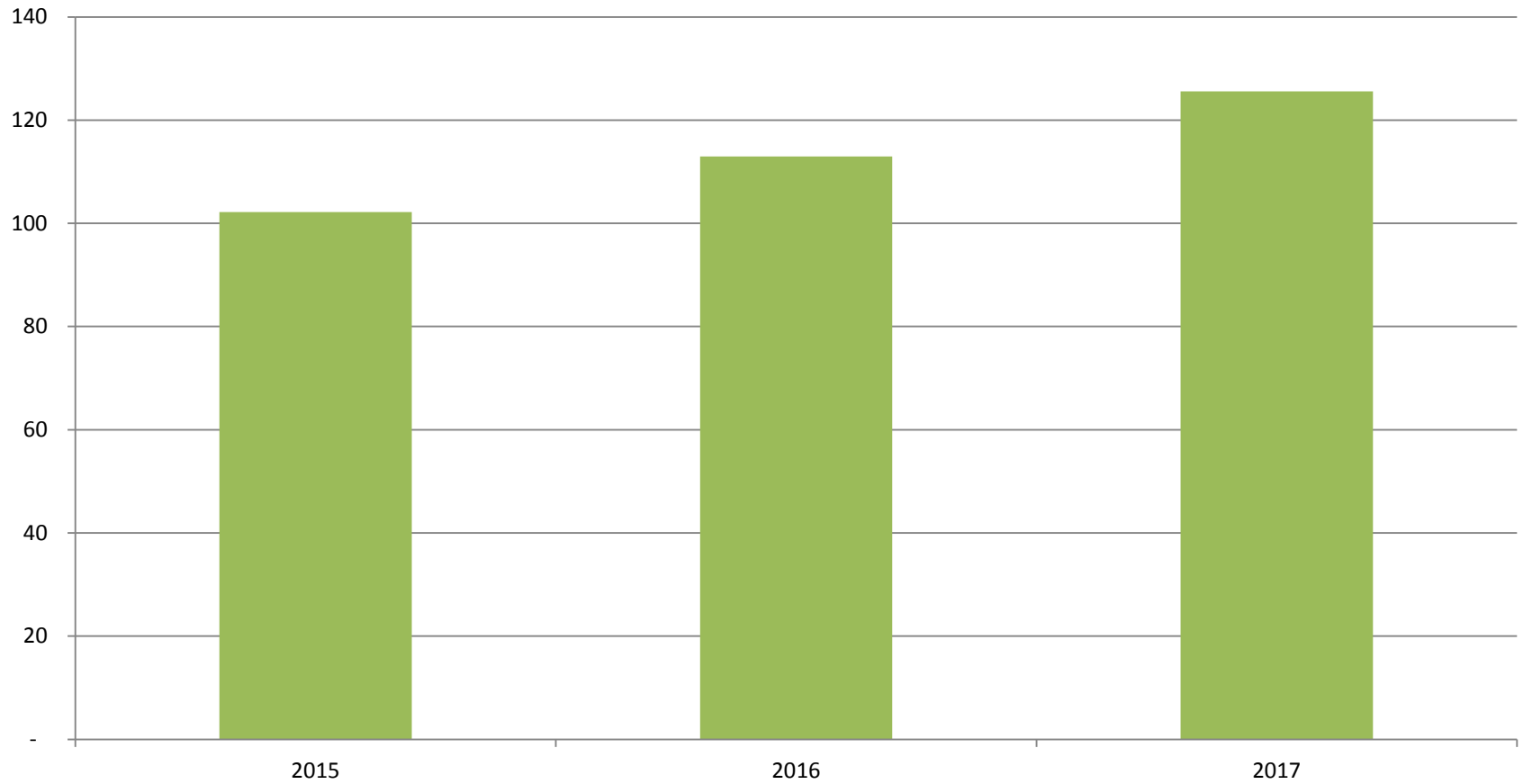
- These financial statements provide Council and the public a full picture of the financial position of the organization.
- Basis for the audited consolidated statements.
- The statements capture all financial activity throughout the year and incorporate:
 - Investment Performance Report;
 - Reserve and Reserve Fund Report;
 - Operating and Capital Year-end Variance Reports; and
 - Development Charge and Parkland Dedication Reports.

Cash and Investments

Ratio	Target Ratio	2017 Actual	Result
Cash and Investments vs. Reserve and Reserve funds and deferred contributions	1:1	1.15:1	

- Working capital requirements

Net Financial Asset Position



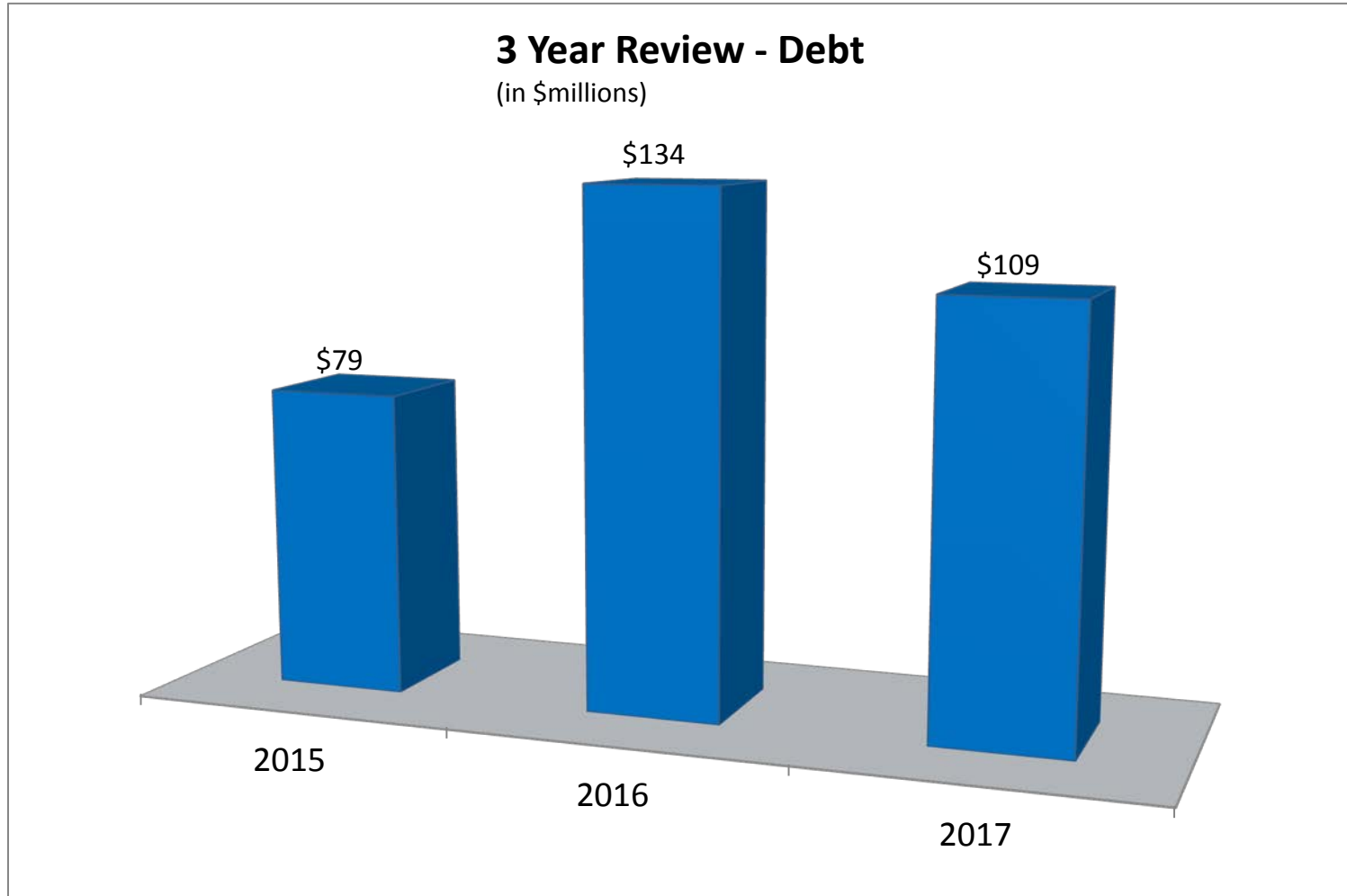
Taxes Receivable

- The City maintains a favourable property tax receivable balance as a percentage of taxes levied.
- In 2017 the balance decreased \$900 thousand.
- Per the 2017 BMA Management Consulting study: the average of total taxes receivable as a percentage of total taxes levied for municipalities in Ontario's southwest region was 6 per cent.
- The City's position was 2.5 per cent.


Employee Future Benefits

- Total Liability: \$35.8 million.
- Balance consists of the employee future benefit costs related to retiree benefits, accumulated sick leave, and Workplace Insurance Safety Board (WSIB) costs.
- Valuation required every three years to revise estimates of future costs – all three valuations were updated in 2017.
- 2017 Sick leave and Post employment benefit valuation resulted in an increase due to changes in interest rates and indexing costs.

Debt



Debt to Reserve Fund Ratio

Ratio	Target Ratio	2017 Actual	Result
Debt vs. Reserve and Reserve funds and deferred contributions	1:1	0.42:1	

Liability for Contaminated Sites

- Total estimated liability: \$24.4 million.
- Significant estimation related to cost drivers.
- Revisions to the estimates in 2017 resulted in a reduction of \$1.4 million.
- Revisions expected to occur as more testing and information becomes available.

Conclusion

- The City maintained its strong AA+ credit rating as announced in August 2017.
- The City continues to generate appropriate revenue to create assets at a greater pace than its financial liabilities.
- The City exceeds the target measure of cash and investment holdings with the City's reserve and reserve fund balances.
- The City's financial position continues to strengthen as staff focus on long-term, sustainable financial management practices.